

## Sanchez, Rodzandra (COE)

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**From:** Turay, Radia (COE)  
**Sent:** Tuesday, February 21, 2017 4:29 PM  
**To:** Sanchez, Rodzandra (COE)  
**Cc:** Diaz-Greco, Gilma M. (COE); Perez, Martha D. (COE)  
**Subject:** FW: INQ 17-50, Sgt Natasha Reese, Miami-Dade Corrections and Rehabilitation Department (outside employment)  
**Attachments:** Natasha Reese.pdf

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**From:** Turay, Radia (COE)  
**Sent:** Tuesday, February 21, 2017 4:28 PM  
**To:** Reese, Natasha (MDCR) <Natasha.Reese@miamidade.gov>; Kirkland, Tina (MDCR) <Tina.Kirkland@miamidade.gov>  
**Cc:** Centorino, Joseph (COE) <Joseph.Centorino@miamidade.gov>  
**Subject:** INQ 17-50, Sgt Natasha Reese, Miami-Dade Corrections and Rehabilitation Department (outside employment)

Dear Sgt. Reese,

You have inquired whether a conflict of interest exists under the Ethics Code between your County employment and your proposed outside employment as a correctional consultant with the American Correctional Association.

### Background

You are a Correctional Sergeant at the Boot Camp Program/Re-entry Services with Miami-Dade Corrections and Rehabilitation Department (MDCR). Your current job responsibilities include supervising the Work Release/Aftercare staff; assisting the program in monitoring the American Correctional Association (ACA) and Florida Model Jail Standards (FMJS) for compliance; coordinating the program's intakes and releases; acting as the Prison Rape Elimination Act (PREA) liaison; and assisting with the Inmate Disciplinary System (IDS) and Electronic Payroll (ePar).

You are seeking to engage in outside employment as a correctional consultant with the American Correctional Association (ACA). In your role as a correctional consultant you will provide assistance to agencies working toward accreditation; conduct on-site audits of agencies to assess compliance with standards and confirm that requirements are met for accreditation. You have represented that none of your assignments with the ACA would include any programs run by MDCR and/or Miami-Dade County.

### Legal Analysis

Sections 2-11.1(j) and (k) of the County Ethics Code prohibit County employees from engaging in outside employment which would impair the County employee's independence of judgment in the performance of his or her official duties.

Based on the facts presented here, we find that your proposed outside employment as a correctional consultant with the ACA is not likely to create conflicting employment due to the following conditions, to which you have agreed: 1) none of your assignments with the ACA would include any programs run by MDCR and/or Miami-Dade County; 2) you would not have the authority to approve or disapprove any agreements for services between MDCR and the ACA; 3) you would have no involvement in the oversight, administration, or auditing by the County or the ACA regarding the County's compliance with ACA standards. You have indicated that MDCR has a completely separate department that handles auditing and compliance with ACA standards, with which you have no involvement and/or oversight.

As a reminder, pursuant to 2-11 of the County Code, County employees are required to request permission to engage in outside employment from their supervisor on a yearly basis. In addition, Section 2-11.1(k)(2) of the County's Ethics Code requires filing a financial disclosure form on a yearly basis. County employees are cautioned that they may not engage in any activity which would require them to disclose confidential information acquired by reason of their official position, nor use such information directly or indirectly for their personal gain or benefit. See Section 2-11.1(h), County Ethics Code. Lastly, a County employee may not use his or her official County position to secure privileges or exemptions for themselves or others. See Section 2-11.1(g), County Ethics Code.

This opinion is based on the facts presented. If any of these facts change, please contact us.

Sincerely,

**RADIA TURAY**

Staff Attorney

Miami-Dade Commission on Ethics and Public Trust

19 W. Flagler Street, Suite 820

Miami, FL 33130

Tel: (305) 350-0601

Fax: (305) 579-0273

[Ethics.miamidade.gov](http://Ethics.miamidade.gov)

Hello Sgt. Reese,

I am just following-up on the below. Please, please, give me a call back at 305-350-0601 when you get a chance. You can also provide me a more convenient telephone number at which you may be reached, as I have not had success of reaching you at the numbers that you previously provided.

Thanks,  
Radia.

**From:** Turay, Radia (COE)  
**Sent:** Monday, February 13, 2017 11:14 AM  
**To:** Reese, Natasha (MDCR) <[Natasha.Reese@miamidade.gov](mailto:Natasha.Reese@miamidade.gov)>  
**Subject:** RE: Inquiry

Hello Sgt. Reese,

Thank-you for calling me back Thursday afternoon last week. I just returned your phone call this morning but was not able to reach you. Please give me a call back when you get a chance.

Thanks,  
Radia.

**From:** Turay, Radia (COE)  
**Sent:** Monday, February 06, 2017 2:14 PM

**To:** Reese, Natasha (MDCR) <[Natasha.Reese@miamidade.gov](mailto:Natasha.Reese@miamidade.gov)>

**Subject:** RE: Inquiry

Hello Sgt Reese,

I hope your week is coming along well. I tried to reach you this morning again, and was told that you were at a training. Please give me a call at 305-350-0601 so we can further assist you.

Thanks,  
Radia.

**From:** Turay, Radia (COE)

**Sent:** Wednesday, February 01, 2017 2:32 PM

**To:** Reese, Natasha (MDCR) <[Natasha.Reese@miamidade.gov](mailto:Natasha.Reese@miamidade.gov)>

**Subject:** RE: Inquiry

Hello Sgt. Reese,

Please give me a call when you get a chance. I tried calling the numbers below and was unable to reach you.

Thanks,  
Radia.  
305-350-0601

**From:** Reese, Natasha (MDCR)

**Sent:** Monday, January 30, 2017 8:50 AM

**To:** Turay, Radia (COE) <[Radia.Turay@miamidade.gov](mailto:Radia.Turay@miamidade.gov)>

**Subject:** RE: Inquiry

Good Day,

I can be reached at 786-263-5824 or 5810.

**Natasha M. Reese, MS, CJM**

***Certified PREA Auditor/ACA Auditor***

***FCAC Assessor/FMJS Inspector***

**Administrative Sergeant**

**Boot Camp Program**

**6950 NW 41 Street**

**Miami, FL 33166**

**Work (786)263-5808 Cell (305)496-7653**

**email: [r3326@miamidade.gov](mailto:r3326@miamidade.gov)**

**From:** Turay, Radia (COE)

**Sent:** Tuesday, January 24, 2017 5:02 PM

**To:** Reese, Natasha (MDCR)

**Subject:** Inquiry

Hello Sgt. Reese,

My name is Radia Turay. I am a staff attorney at the Miami-Dade Commission on Ethics and Public Trust. We received your inquiry regarding your proposed outside employment. Please provide a telephone number at which I can reach you so I can better assist you.

Thanks,

## **RADIA TURAY**

Staff Attorney  
Miami-Dade Commission on Ethics and Public Trust  
19 W. Flagler Street, Suite 820  
Miami, FL 33130  
Tel: (305) 350-0601  
Fax: (305) 579-0273  
Ethics.miamidade.gov

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**From:** Kirkland, Tina (MDCR)  
**Sent:** Friday, January 20, 2017 12:35 PM  
**To:** Ethics (COE) <[ethics@miamidade.gov](mailto:ethics@miamidade.gov)>  
**Subject:** Ethics Opinion for Natasha Reese

Greetings,

The attached is being submitted on behalf of Natasha Reese for an Ethics Opinion.

Should you require additional information, please feel free to contact me at the number below.

Thanks

*Shawntia Kirkland, Personnel Specialist 2*  
Personnel Management Bureau, Employee Relations  
**Miami-Dade Corrections & Rehabilitation Department**  
2525 NW 62nd Street, Suite 2000  
Miami, Florida 33147  
(Office) 786-263-6196 (Fax) 786-263-6127  
[kirkls@miamidade.gov](mailto:kirkls@miamidade.gov)

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# MIAMI-DADE CORRECTIONS AND REHABILITATION DEPARTMENT



## Request for Outside Employment

Outside Employment means providing personal services, other than to Miami-Dade County, that are compensated or traditionally compensated, including but not limited to being an employee, an independent contractor, an agent, or self-employment.

Pursuant to Miami-Dade Code 2-11 and 2-11.1, Miami-Dade County employees may accept incidental or occasional outside employment as long as the employment is not contrary, detrimental, or adverse to the interests of the County and as long as no County time, equipment, or other resources are used. According to Miami-Dade County Administrative Order 7-1, Procedure 403, and Section 2-11, employees who engage or intending to engage in any outside employment must first obtain approval from the Department Director utilizing this Request for Outside Employment form. Approvals must be renewed on an annual basis. Copies of all outside employment approvals shall be maintained in the centralized personnel files of the Human Resources Department. The Miami-Dade Corrections and Rehabilitation Department (MDCR) shall also maintain appropriate records regarding outside employment requests. Section 2-11.1(g) explains the violation of public's time and/or resources used in the performance of outside employment which may constitute an "exploitation of official position. Section 2-11.1(h), states that no Miami-Dade County employee may accept employment or engage in any business or professional activity which might reasonably expect, require or induce the employee to disclose confidential information acquired by reason of official position. Section 2-11.1(j) of the Ordinance, states no Miami-Dade County employee may accept other employment which would impair the employee independence, judgmental or duties performance.

Full-time County employees engaging in outside employment must also file an [Outside Employment Statement](#) form with the Elections Department by July 1<sup>st</sup> of each year, in accordance with §2-11.1(k)(2) of the Miami-Dade Conflict of Interest and Code of Ethics Ordinance. More detailed information for outside employment is available on the Miami-Dade Commission on Ethics website at: <http://ethics.miamidade.gov/outside-employment.asp>.

### EMPLOYEE INFORMATION

NAME: Natasha Michelle Reese	EMPLOYEE IDENTIFICATION NO.: E51885
MDCR CLASSIFICATION/RANK: Correctional Sergeant	FACILITY/BUREAU: Boot Camp Program/Re-entry Services
JOB RESPONSIBILITIES: Administrative Sergeant responsibilities include supervising the Work Release/Aftercare staff, assisting the Program in monitoring the American Correctional Association(ACA) and Florida Model Jail Standards (FMJS) standards for compliance. Coordinating the program's intakes and releases, act as the Prison Rape Elimination Act (PREA) liaison; assist with the Inmate Disciplinary System (IDS) and Electronic Payroll(ePar).	

### PROPOSED OUTSIDE EMPLOYMENT

NAME OF COMPANY/ORGANIZATION: American Correctional Association	
ADDRESS: 206 N Washington St. Alexandria VA 22314	
JOB TITLE: Correctional Consultant	
DETAILED DESCRIPTION OF DUTIES: Providing assistance to agencies working toward accreditation, conduction on-site audits of agencies to assess compliance with standards and confirming that requirements are met for accreditation.	
WORK SCHEDULE: <i>Various NR SATURDAY - SUNDAY</i>	TOTAL HOURS PER WEEK: <i>NR 8</i>
WILL YOUR PROPOSED OUTSIDE EMPLOYER RELEASE YOU IF AND WHEN YOUR SERVICES ARE NEEDED BY MIAMI-DADE COUNTY OR MIAMI-DADE CORRECTIONS AND REHABILITATION DEPARTMENT (MDCR)? YES <input checked="" type="radio"/> NO <input type="radio"/>	
In my outside employment, I am employed by one of the following types of organizations:	
<input type="radio"/> Company or organization that is not a County Vendor.	
<input checked="" type="radio"/> Company or organization that is a County vendor. (An <a href="#">Ethics Opinion (for County Employees)</a> form should be requested to ensure that no conflict of interest exists; e.g., Vendor conducts business with MDCR. Additionally, you are required to file a sworn <a href="#">Affidavit</a> disclosing such employment with the County Clerk of the Board.)	
<input type="radio"/> Self-employed through my private business, whether incorporated or not. (If your privately-owned business is seeking to contract with Miami-Dade County, you are required to complete an <a href="#">Ethics Opinion (for County Employees)</a> form.)	
<input type="radio"/> Company or organization owned by an immediate family member; defined as a spouse, domestic partner, parents, stepparents, children, and stepchildren of employee. (If the company owned by your immediate family member is seeking to contract with Miami-Dade County, you are required to complete an <a href="#">Ethics Opinion (for Relatives of County Employees)</a> form.)	
NOTE: ALL FORMS SHALL BE SUBMITTED TO THE PERSONNEL MANAGEMENT BUREAU (PMB) VIA THE CHAIN OF COMMAND. THE PMB SHALL FORWARD THE COMPLETED FORMS TO THE COUNTY CLERK OF THE BOARD ON BEHALF OF THE EMPLOYEE.	

## **Kirkland, Tina (MDCR)**

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**From:** Kirkland, Tina (MDCR)  
**Sent:** Friday, January 20, 2017 12:05 PM  
**To:** Clerk of the Board (COC)  
**Subject:** Natasha Reese Affidavit  
**Attachments:** Natasha Reese.pdf

Greetings,

The attached affidavit is being submitted on behalf of Natasha Reese.

Should you require additional information, please feel free to contact me at the number below.

Thanks

*Shawntia Kirkland, Personnel Specialist 2*  
Personnel Management Bureau, Employee Relations  
**Miami-Dade Corrections & Rehabilitation Department**  
2525 NW 62nd Street, Suite 2000  
Miami, Florida 33147  
(Office) 786-263-6196 (Fax) 786-263-6127  
[kirkls@miamidade.gov](mailto:kirkls@miamidade.gov)

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# MIAMI-DADE COUNTY

## AFFIDAVIT ATTESTING TO COMPLIANCE WITH SECTION 2-11.1 (f) COMPULSORY DISCLOSURE OF EMPLOYMENT WITH AN ENTITY CONDUCTING BUSINESS WITH THE COUNTY WHERE NO CONTROLLING FINANCIAL INTEREST EXISTS.

I Natasha Michelle Reese (Check One):  
(Print or Type Name)

Am departmental Personnel (Department Head, County Attorney and Assistant County Attorney) or County employee serving as a(n) Correctional Sergeant in the Miami Dade Corrections and Rehabilitation Department.

OR

Have an "immediate family member" (spouse, domestic partner, parent, step-parents, children, and step children) employed by a corporation, firm, partnership, or business entity doing business with the County.

### I depose under oath or affirmation (Check One):

That I am employed by American Correctional Association, a corporation, firm, partnership, or business entity as an Correctional Consultant; in which I do not have a controlling financial interest (defined as 10% or more in the Miami-Dade Code at Section 2-11.1((b)(8)), which contracts with the County or any County agency, or is subject to regulation by the County or any of its agencies.

OR

That a member of my immediate family is employed by \_\_\_\_\_, a corporation, firm, partnership, or business entity as a(n) \_\_\_\_\_; in which he or she does not have a controlling financial interest(defined as 10% or more in the Miami-Dade Code at Section 2-11.1((b)(8)), which contracts with the County or any County agency, or is subject to regulation by the County or any of its agencies.

### Through this affidavit, pursuant to the Miami-Dade Code at Sections 2-11.1(g) and (j), I further affirm that:

I do not lobby the County on behalf of this entity, nor do I oversee either the selection or the administration of any contract this entity holds with the County.

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

Sworn to (or affirmed) and subscribed before me

this 10<sup>th</sup> day of January 2017.

by NATASHA MICHELLE REESE  
(Name of Person Making Statement)

Shawntia L. Kirkland  
(Signature of Notary Public, State of Florida)



SHAWNTIA L. KIRKLAND  
MY COMMISSION # FF 045228  
EXPIRES: August 13, 2017  
Bonded Thru Budget Notary Services

(Print, Type, or Stamp Commissioned Name of Notary Public)  
Personally known to me  Or Produced Identification \_\_\_\_\_ Type of Identification Produced: \_\_\_\_\_

**File this form with the Miami-Dade Clerk of the Board.**